

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2004

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Schenectady Municipal Housing Authority

**PHA Number:** NY028

**PHA Fiscal Year Beginning:** 04/2004

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

The mission of the Schenectady Municipal Housing Authority is to provide decent, safe, sanitary, and affordable housing for low and moderate income residents from the City of Schenectady in an environment rich with programs, services, opportunities, and incentives for achievement.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☒ Apply for additional rental vouchers: 100 vouchers by 3/31/2004
  - ☐ Reduce public housing vacancies:
  - ☐ Leverage private or other public funds to create additional housing opportunities:
  - ☒ Acquire or build units or developments: 5 added units, Homeownership Program by 3/31/2002
  - ☒ Other (list below)

SMHA will emphasize the provision of a continuum of affordable housing opportunities to public housing residents, including at least 20 referrals/year to our Section 8 and/or first-time homebuyer program by 3/31/2001.

- ☒ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☐ Improve public housing management: (PHAS score)
- ☒ Improve voucher management: (SEMAP score) Satisfactory performance or better by 3/31/2001.

- ☐ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☒ Other: (list below)

\*SMHA shall achieve and sustain an LIPH occupancy rate of 95% or more by 3/31/2001.

\*SMHA will achieve and maintain an adequate MTCS reporting rate for the Section 8 program, thereby avoiding HUD sanctions by 3/31/2001.

\*SMHA will achieve at least a 90% utilization rate in Section 8 by 3/31/2001 (except for new subsidy units, where we will achieve 90% utilization within 24 months).

- ☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☒ Conduct outreach efforts to potential voucher landlords
- ☒ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment

Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☒ Implement public housing security improvements
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☒ Other: (list below)

The SMHA Security Coordinator shall maintain and enhance the relationships we presently enjoy with local law enforcement agencies, including the Schenectady Police Department and the Schenectady County Sheriff's office.

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☐ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability: As of Fall, 2000, four vocational training courses have been added to our array of resident self-sufficiency programs: Automotive Services/Hudson Valley Community College, Nail Technology, Office Practice, and Nursing Technology/Capital District Educational Opportunity Center.
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☒ Other: (list below)

SMHA will endeavor to maintain partnerships already established with important service providers at present, and endeavor to enter into at least four additional partnership agreements by 3/31/2004.

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2004**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

**Streamlined Plan:**

- ☒ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Our Annual Plan makes the assumption that if the Authority accomplishes its goals and objectives, we will in doing so be working towards and accomplishing our Mission as an agency.

The administrative plans, statements, budget summary, policies, etc., set forth in the Annual Plan all relate to the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards this accomplishment and are consistent with the Consolidate Plan put forward by the City of Schenectady.

Our five-year goals are:

- Expand the supply of assisted housing
- Improve the quality of assisted housing
- Increase assisted housing choices
- Provide an improved living environment
- Promote self-sufficiency and asset development of assisted households, and
- Ensure equal opportunity and affirmatively further fair housing

Some specific highlights of our Annual Plan this year include:

- Steady, continued progress with our public housing resident preparation for home ownership program, Homeward Bound (ROSS 2002). Leverage of supplemental State funds to assist new Section 8 home owners in making code compliant renovations to new homes, as well as assist with down payment and closing costs. Good levels of interest on the part of Section 8 residents.
- Utilization of Section 8 Housing Choice Vouchers remains very high (currently 102%), even though the local housing market is getting tighter, and landlords fear dealing with lead paint problems. Project continued high utilization. Answer is reaching out to landlords, processing a lot of applicants for eligibility, and allowing sufficient search time in tough market.
- We continue to believe in delivering comprehensive services to residents, through building and participating in consortium arrangements that provide a wide range of support to low-income persons. We project even more partnership activities for 2004.

- Implementation of our new Certified Nurses Assistant vocational training program through mid-2005 (ROSS/RSDM 2002). Work with Workforce Investment Board and local One Stop Center to enhance employment opportunities/economic self sufficiency for residents.
- Continue to issue subsidies under our new Shelter Plus Care program for homeless with HIV/AIDS, history of substance abuse, and those with mental health problems. We are getting a steady flow of applicant/referrals from cooperating agencies.
- Formation of a new Citywide Leadership Council in early 2004. We now have all major developments represented by Certified Resident Councils.
- Train all new residents in repairing/maintaining credit and understanding money and mortgages, using the new Money Smart curriculum developed by the Federal Deposit Insurance Corp. (pending funding – ROSS 2003).

In summary, we are on a course to improve the condition of affordable housing in the SMHA and the City of Schenectady.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

<input checked="" type="checkbox"/>	NY028a02 Admissions Policy for Deconcentration	87
<input checked="" type="checkbox"/>	FY 2004 Capital Fund Program Annual Statement and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report (Provided in Section 7)	29
<input type="checkbox"/>	Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)	
X	NY028b02 Section 8 Homeownership Capacity Statement	88
X	NY028c02 Implementation of Public Housing Resident Community Service Requirements	89
X	NY028d02 Pet Policy	90
X	NY028e02 5-Year Plan Update	91
X	NY028f02 Resident Membership of the PHA Governing Board	92
X	NY028g02 Membership of the Resident Advisory Board/s	93
X	NY028h02 Voluntary Conversion of Developments	94
Optional Attachments:		
<input type="checkbox"/>	PHA Management Organizational Chart	
<input checked="" type="checkbox"/>	FY 2004 Capital Fund Program 5 Year Action Plan	65
<input type="checkbox"/>	Public Housing Drug Elimination Program (PHDEP) Plan	
<input checked="" type="checkbox"/>	NY028i02 Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)	95
<input checked="" type="checkbox"/>	Other (List below, providing each attachment name)	
	NY028j02 Comments – Public Hearing	97

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
-	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

### A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	5,840	4	2	3	3	2	3
Income >30% but <=50% of AMI	4,149	4	2	3	3	2	3
Income >50% but <80% of AMI	1,729	4	3	3	3	2	3
Elderly	4,709	4	3	3	4	2	3
Families with Disabilities	N/A	4	4	4	4	4	4
Race/Ethnicity - White	10,367	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity - Black	1,060	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity - Hispanic	236	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity - Other	118	N/A	N/A	N/A	N/A	N/A	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 2001
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☐ Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	584		258
Extremely low income <=30% AMI	546	94%	
Very low income (>30% but <=50% AMI)	35	6%	
Low income (>50% but <80% AMI)	2	<1%	
Families with children	261	45%	
Elderly families	4	<1%	
Families with Disabilities	2	<1%	
Race/ethnicity, White	296	51%	
Hispanic	105	18%	
Non-Hispanic	191	33%	
Race/ethnicity, Black	258	44%	
Hispanic	12	<1%	
Non-Hispanic	246	44%	
Race/ethnicity, Native American	4	<1%	
Hispanic	1	<1%	
Non-Hispanic	3	<1%	
Race/ethnicity,			

Housing Needs of Families on the Waiting List			
Asian	26	4%	
Hispanic	1	<1%	
Non-Hispanic	25	4%	
Race/ethnicity,			
Haw./Pac. Is.	0	0%	
Hispanic	0		
Non-Hispanic	0		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	264	45%	
2 BR	187	32%	
3 BR	97	17%	
4 BR	30	5%	
5 BR	6	1%	
5+ BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	637		288
Extremely low income <=30% AMI	517	81%	
Very low income (>30% but <=50% AMI)	109	17	

Housing Needs of Families on the Waiting List			
Low income (>50% but <80% AMI)	11	2%	
Families with children	387	61%	
Elderly families	2	<1%	
Families with Disabilities	5	<1%	
Race/ethnicity, White	301	47%	
Hispanic	78	12%	
Non-Hispanic	223	35%	
Race/ethnicity, Black	310	49%	
Hispanic	13	<1%	
Non-Hispanic	297	49%	
Race/ethnicity, Native American	5	<1%	
Hispanic	1	<1%	
Non-Hispanic	4	<1%	
Race/ethnicity, Asian	21	3%	
Hispanic	0	0%	
Non-Hispanic	21	3%	
Race/ethnicity, Haw./Pac. Is.	0	0%	
Hispanic	0		
Non-Hispanic	0		
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

### Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? ☐ No ☒ Yes

If yes:

How long has it been closed (# of months)? 14 months

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☒ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☒ Yes

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☐ Apply for additional section 8 units should they become available

- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☒ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government

- ☒ Results of consultation with residents and the Resident Advisory Board  
☒ Results of consultation with advocacy groups  
☐ Other: (list below)

## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	2,659,976	
b) Public Housing Capital Fund	2,088,961	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,829,978	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	692,000	
h) Community Development Block Grant	144,100	
i) HOME	854,920	
Other Federal Grants (list below)		
Congregate Care	75,000	
ROSS – Sr. Coordinator	54,106	
Dept. of Justice	75,000	
Family Self-Sufficiency	49,820	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	2,647,060	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>4. Other income</b> (list below)		
Non-Dwelling Rental Income	26,780	
<b>4. Non-federal sources</b> (list below)		
Interest Income	28,000	
<b>Total resources</b>	16,225,701	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: 2 months
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☐ Other (describe)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? N/A

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

## **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- ☐ Two
- ☒ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

#### **(4) Admissions Preferences**

a. Income targeting:

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☒ Overhoused
- ☒ Underhoused
- ☒ Medical justification
- ☐ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs

- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing  
Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- 2 Residents who live and/or work in the jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)
- 1 County of Schenectady residents
- 1 Single persons who are 62 or older, disabled or displaced by governmental action over other single persons

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing**

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug-related activity  
☐ Other (describe below)

## **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☐ None  
☐ Federal public housing  
☐ Federal moderate rehabilitation  
☒ Federal project-based certificate program  
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

## **(3) Search Time**

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Extension of Voucher Term: The SMHA may grant one or more extensions of the term. The initial term plus any extensions may exceed 120 calendar days from the initial date of issuance for handicapped individuals, or circumstances beyond the control of the voucher holder. Other participants must document that they have been actively looking for an apartment in order to qualify for the extension.

## **(4) Admissions Preferences**

a. Income targeting

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the \_\_\_\_\_ coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)  
Schenectady County residents

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

- 1 ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- 2 ☐ Residents who live and/or work in your jurisdiction
- 1 ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)
- 1 ☐ Schenectady County residents

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
- ☒ Other (list below)  
Letters to applicable agencies

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☐ \$26-\$50

2. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
- ☐ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
- ☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☐ Other (list below)

g. ☐ Yes ☐ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below)  
Fair Market Rent

**B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☒ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☒ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

High performing PHA.

### A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.
- ☐ A brief description of the management structure and organization of the PHA follows:

### B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

High performing PHA.

### **A. Public Housing**

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office  
☐ PHA development management offices  
☐ Other (list below)

### **B. Section 8 Tenant-Based Assistance**

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office  
☐ Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☐

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☒

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P02850104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
---	---	------------------------------------

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no: )

☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	322,769			
3	1408 Management Improvements	322,769			
4	1410 Administration	161,384			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	55,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable	25,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	75,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,613,847			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	110,769			
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	5,000			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY28-11D Yates Village	Upgrade Smoke Detectors in Apartments	1460	100%	200,000				
NY28-11D Yates Village	Upgrade Boilers in Building A	1450	100%	64,925				
Schonowee Village NY28-1	Paint all Stairwells in 5 Buildings	1460	100%	100,000				
Schonowee Village NY28-1	Replace Boilers in Building 4 & 5	1460	100%	125,000				
NY 28-11B Steinmetz Homes	Upgrade Smoke Detectors in Apartments	1460	100%	175,000				
HA Wide	a) Continuing Anti-Drug Program through Project Pride, which includes programming such as Boys & Girls Club	1408	100%	100,000				
HA Wide	Staff Training for Computer, Accounting, Occupancy	1408	100%	15,000				
HA Wide	Family Self-Sufficiency	1408	100%	32,000				
HA Wide	Tenant Investigator	1408	100%	55,589				
HA Wide	Security Coordinator Contract	1408	100%	31,680				
HA Wide	Off-Duty Police for Foot Patrols	1408	100%	23,500				
HA Wide	Computer Software	1408	100%	30,000				
HA Wide	Senior Services Coordinator	1408	100%	35,000				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Administration	1410	100%	161,384				
HA Wide	Architect Fees	1430	100%	55,000				
HA Wide	Refrigerators and Stoves	1465	100%	25,000				
HA Wide	Maintenance Equipment	1475	100%	55,000				
HA Wide	Computers Equipment	1475	100%	25,000				
HA Wide	Operations	1406	100%	322,769				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program No: NY06P02850104 Replacement Housing Factor No:					Federal FY of Grant: 2004
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NY 28-1	5/31/06			3/31/08			
NY 28-3	5/31/06			3/31/08			
NY 28-7	5/31/06			3/31/08			
NY 28-11A	5/31/06			3/31/08			
NY 28-11B	5/31/06			3/31/08			
NY 28-11C	5/31/06			3/31/08			
NY 28-11D	5/31/06			3/31/08			

## Annual Statement/Performance and Evaluation Report

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No Replacement Housing Factor Grant No: : NY06R02850104	Federal FY of Grant: 2004
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☒Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no: )

☐Performance and Evaluation Report for Period Ending: ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	60,946			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	60,946			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

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**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: **Schenectady Municipal Housing Authority**

**Grant Type and Number**

Capital Fund Program No:

Replacement Housing Factor No: NY06R02850104

**Federal FY of Grant:**

2004

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Scattered Sites	5/31/06			3/31/08			

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850100 Replacement Housing Factor Grant No:		Federal FY of Grant: 2000	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/03		<input checked="" type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	394,136	394,136	394,136	394,136
3	1408 Management Improvements	272,878	272,878	272,878	272,878
4	1410 Administration	197,068	197,068	197,068	197,068
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	63,000	63,000	63,000	63,000
8	1440 Site Acquisition				
9	1450 Site Improvement	10,330	10,330	10,330	10,330
10	1460 Dwelling Structures	903,271	903,271	903,271	903,271
11	1465.1 Dwelling Equipment—Nonexpendable	45,000	45,000	45,000	45,000
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	85,000	85,000	85,000	85,000
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,970,683	1,970,683	1,970,683	1,970,683
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	84,838	13,580	13,580	13,580
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	0			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY28-11D Yates Village	Playground Equipment	1450	100%	10,330	10,330	10,330	10,330	
Schonowee Village NY28-1	Kitchen and Bath Renovations	1460	100%	903,271	903,271	903,271	903,271	
NY 28-11B Steinmetz Homes	Sewer Upgrade	1450	100%	0	0	0	0	
HA Wide	a) Continuing Anti-Drug Program through Project Pride, which includes programming such as Boys & Girls Club	1408	100%	175,000	195,117	195,117	195,117	
HA Wide	Staff Training for Computer, Accounting, Occupancy	1408	100%	15,098	15,098	15,098	15,098	
HA Wide	Family Self-Sufficiency	1408	100%	0	0	0	0	
HA Wide	Security Coordinator Contract	1408	100%	13,580	13,580	13,580	13,580	
HA Wide	Off-Duty Police for Foot Patrols	1408	100%	0	0	0	0	
HA Wide	Computer Software	1408	100%	34,200	14,083	14,083	14,083	
HA Wide	Senior Services Coordinator	1408	100%	35,000	35,000	35,000	35,000	
HA Wide	Administration	1410	100%	197,068	197,068	197,068	197,068	
HA Wide	Architect Fees	1430	100%	63,000	63,000	63,000	63,000	
HA Wide	Refrigerators and Stoves	1465	100%	45,000	45,000	45,000	45,000	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Maintenance Equipment	1475	100%	60,000	60,000	60,000	60,000	
HA Wide	Computers Equipment	1475	100%	25,000	25,000	25,000	25,000	
HA Wide	Operations	1406	100%	394,136	394,136	394,136	394,136	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Schenectady Municipal Housing Authority			Grant Type and Number Capital Fund Program No: NY06P02850100 Replacement Housing Factor No:			Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NY 28-1	3/31/02			9/30/03			
NY 28-3	3/31/02			9/30/03			
NY 28-7	3/31/02			9/30/03			
NY 28-11A	3/31/02			9/30/03			
NY 28-11B	3/31/02			9/30/03			
NY 28-11C	3/31/02			9/30/03			
NY 28-11D	3/31/02			9/30/03			

Annual Statement/Performance and Evaluation Report

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No Replacement Housing Factor Grant No: : NY06R02850100	Federal FY of Grant: 2000
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☒ Original Annual Statement   
 ☐ Reserve for Disasters/ Emergencies   
 ☐ Revised Annual Statement (revision no:   )

☐ Performance and Evaluation Report for Period Ending: 9/30/03   
 ☒ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	73,622	73,622	73,622	73,622
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	73,622	73,622	73,622	73,622
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

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## Part III: Implementation Schedule

### Reasons for Revised Target Dates

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# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/03				<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	394,136	394,136	394,136	394,136
3	1408 Management Improvements	200,055	170,361	170,361	123,858
4	1410 Administration	197,068	197,068	197,068	149,012
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	93,200	93,200	93,200	93,200
8	1440 Site Acquisition				
9	1450 Site Improvement	501,511	553,587	553,587	550,227
10	1460 Dwelling Structures	448,446	424,187	424,187	423,647
11	1465.1 Dwelling Equipment—Nonexpendable	37,343	37,343	37,343	37,343
12	1470 Nondwelling Structures	33,329	40,020	40,020	33,869
13	1475 Nondwelling Equipment	95,000	95,000	95,000	95,000
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	14,800	9,986	9,986	9,986
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,014,888	2,014,888	2,014,888	1,889,846
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	50,000	108,187	108,187	102,129
24	Amount of line 21 Related to Security – Soft Costs	42,000	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	20,000	20,000	20,000	20,000

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY28-11D Yates Village	Emergency Sewer Lateral to Building A	1450	100%	0	33,600	33,600	30,240	
NY28-11D Yates Village	Emergency Electrical Power to Maintenance Garage	1470	100%	0	6,691	6,691	540	
NY28-3 MacGathans Townhouses	Replacement of Roofing Shingles and soffits on 13 Buildings	1460	50%	249,000	247,714	247,714	247,714	
NY28-3 MacGathans Townhouses	Sidewalk Replacement	1450	27%	60,012	78,488	78,488	78,488	
NY28-3 MacGathans Townhouses	Convert two apartments to handicap Units	1460	75%	80,000	57,027	57,027	56,486	
NY28-11C Ten Eyck Apts	SMHA Office Renovation Project	1470	100%	33,329	33,329	33,329	33,329	
Schonowee Village NY28-1	Kitchen and Bath Renovations	1460	27%	75,677	75,677	75,677	75,677	
Schonowee Village NY28-1	Conversion of one apartment to handicap	1460	100%	43,769	43,769	43,769	43,769	
NY 28-11B Steinmetz Homes	Sewer Upgrade	1450	50%	441,499	441,499	441,499	441,499	
NY28-1 and NY28-3	Relocation Costs	1495.1	100%	14,800	9,986	9,986	9,986	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	a) Continuing Anti-Drug Program through Project Pride, which includes programming such as Boys & Girls Club	1408	100%	65,757	65,757	65,757	19,254	
HA Wide	Staff Training for Computer, Accounting, Occupancy	1408	100%	15,098	15,098	15,098	15,098	
HA Wide	Family Self-Sufficiency	1408	100%	50,000	50,000	50,000	50,000	
HA Wide								
HA Wide	Security Coordinator Contract	1408	100%	0	0	0	0	
HA Wide	Off-Duty Police for Foot Patrols	1408	100%	0	0	0	0	
HA Wide	Computer Software	1408	100%	34,200	4,506	4,506	4,506	
HA Wide	Senior Services Coordinator	1408	100%	35,000	35,000	35,000	35,000	
HA Wide	Administration	1410	100%	197,068	197,068	197,068	149,012	
HA Wide	Architect Fees	1430	100%	93,200	93,200	93,200	93,200	
HA Wide	Refrigerators and Stoves	1465	100%	37,343	37,343	37,343	37,343	
HA Wide	Maintenance Equipment	1475	100%	60,000	60,000	60,000	39,568	
HA Wide	Computers Equipment	1475	100%	35,000	35,000	35,000	35,000	
HA Wide	Operations	1406	100%	394,136	394,136	394,136	394,136	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Schenectady Municipal Housing Authority			Grant Type and Number Capital Fund Program No: NY06P02850101 Replacement Housing Factor No:			Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NY 28-1	12/31/02		12/31/02	6/30/04			
NY 28-3	12/31/02		12/31/02	6/30/04			
NY 28-7	12/31/02		12/31/02	6/30/04			
NY 28-11A	12/31/02		12/31/02	6/30/04			
NY 28-11B	12/31/02		12/31/02	6/30/04			
NY 28-11C	12/31/02		12/31/02	6/30/04			
NY 28-11D	12/31/02		12/31/02	6/30/04			

## Annual Statement/Performance and Evaluation Report

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No Replacement Housing Factor Grant No: : NY06R02850101	Federal FY of Grant: 2001
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☐Original Annual Statement      ☐Reserve for Disasters/ Emergencies      ☐Revised Annual Statement (revision no: )  
☐Performance and Evaluation Report for Period Ending: 9/30/03      ☒Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	75,271	75,271	75,271	75,271
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	75,271	75,271	75,271	75,271
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	35,063	35,063	35,063	35,063
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	2,000	2,000	2,000	2,000

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

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**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Schenectady Municipal Housing Authority

Grant Type and Number

Capital Fund Program No:

Replacement Housing Factor No: NY06R02850101

Federal FY of Grant:

2001

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NY28-1	12/31/02		11/7/02	6/30/04		8/22/03	
NY06P028013	12/31/02		11/1/02	6/30/04		12/6/02	

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	392,290	392,290	392,290	392,290
3	1408 Management Improvements	286,700	272,700	272,700	111,982
4	1410 Administration	196,145	196,145	196,145	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	63,000	85,000	85,000	49,878
8	1440 Site Acquisition				
9	1450 Site Improvement	233,316	441,046	441,046	217,880
10	1460 Dwelling Structures	570,000	371,270	371,270	27,006
11	1465.1 Dwelling Equipment—Nonexpendable	25,000	25,000	25,000	25,000
12	1470 Nondwelling Structures	100,000	83,000	83,000	83,000
13	1475 Nondwelling Equipment	95,000	95,000	95,000	40,070
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,961,451	1,961,451	1,961,451	947,106
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	120,000	103,000	103,000	55,000
24	Amount of line 21 Related to Security – Soft Costs	84,000	93,500	93,500	39,039
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	30,200	27,000	27,000	22,282

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NY06P02850102				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY28-11A Lincoln Heights	Drainage on Hillside	1450	100%	140,000	1,000	0	0	
NY28-11A Lincoln Heights	Window Sill Replacement	1460	100%	75,000	60,000	0	0	
NY28-11A Lincoln Heights	Replace Misc. Concrete Deficiencies	1450	100%	9,725	1	0	0	
NY28-11A Lincoln Heights	Install Handicap Ramps	1450	100%	0	100,000	100,000	9,901	
NY28-11A Lincoln Heights	Sandblast 8 Buildings	1450	100%	120,000	0	0	0	
NY28-1 Schonowee Village	Enclose Catwalks on one Building	1460	100%	150,000	90,000	90,000	0	
NY28-1 Schonowee Village	Upgrade Emergency Lighting, Smoke Detectors, CO2 Detectors	1460	100%	50,000	114,000	45,000	0	
NY28-1 Schonowee Village	Laundry Room Renovation	1460	100%	24,000	24,000	24,000	18,736	
NY28-1 Schonowee Village	Upgrade Boilers in Building 7	1460	100%	0	75,000	75,000	0	
NY28-11D Yates Village	Family Investment Center	1470	35%	100,000	83,000	83,000	83,000	
NY28-11D Yates Village	Playground Upgrade by Community Center	1450	100%	0	30,000	0	0	

NY28-3 MacGathans Townhouses	Convert two apartments to Handicap	1460	20%	35,000	0	0	0	
NY28-3 MacGathans Townhouses	Replace Concrete Sidewalks & Porches	1450	73%	16,548	180,056	180,056	127,990	
NY28-3 MacGathans Townhouses	Foundation Repair and Parging	1460	100%	0	8,270	8,270	8,270	
NY28-3 MacGathans Townhouses	Playground Equipment	1450	100%	0	50,000	0	0	
NY 28-11B Steinmetz Homes	Sewer Upgrade	1450	10%	207,043	46,738	46,738	22,326	
NY28-11C Ten Eyck Apts	Parking Lot Expansion on South Side	1450	100%	9,000	33,251	33,251	33,251	
HA Wide	a) Continuing Anti-Drug Program through Project Pride, which includes programming such as Boys & Girls Club	1408	100%	49,000	35,000	35,000	0	
HA Wide	Staff Training for Computer, Accounting, Occupancy	1408	100%	25,000	25,000	25,000	1,284	
HA Wide	Family Self-Sufficiency	1408	100%	50,000	50,000	50,000	8,189	
HA Wide	Tenant Investigator	1408	100%	17,000	17,000	17,000	17,000	
HA Wide	Security Coordinator Contract	1408	100%	43,000	43,000	43,000	15,840	
HA Wide	Off-Duty Police for Foot Patrols	1408	100%	33,500	33,500	33,500	33,500	
HA Wide	Computer Software	1408	100%	34,200	34,200	34,200	1,169	
HA Wide	Senior Services Coordinator	1408	100%	35,000	35,000	35,000	35,000	
HA Wide	Administration	1410	100%	196,145	196,145	196,145	0	
HA Wide	Architect Fees	1430	100%	63,000	85,000	85,000	49,878	
HA Wide	Refrigerators and Stoves	1465	100%	25,000	25,000	25,000	25,000	
HA Wide	Maintenance Equipment	1475	100%	75,000	75,000	33,793	22,978	
HA Wide	Computers Equipment	1475	100%	20,000	20,000	20,000	17,092	
HA Wide	Operations	1406	100%	392,290	392,290	392,290	392,290	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Schenectady Municipal Housing Authority			Grant Type and Number Capital Fund Program No: NY06P02850102 Replacement Housing Factor No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NY 28-1	5/31/04			5/31/06			
NY 28-3	5/31/04			5/31/06			
NY 28-7	5/31/04			5/31/06			
NY 28-11A	5/31/04			5/31/06			
NY 28-11B	5/31/04			5/31/06			
NY 28-11C	5/31/04			5/31/06			
NY 28-11D	5/31/04			5/31/06			

Annual Statement/Performance and Evaluation Report

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No Replacement Housing Factor Grant No: : NY06R02850102	Federal FY of Grant: 2002
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☐Original Annual Statement   
 ☐Reserve for Disasters/ Emergencies   
 ☐Revised Annual Statement (revision no:   )

☒Performance and Evaluation Report for Period Ending: 9/30/03   
 ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	74,073			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	74,073			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	74,073			
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

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**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: **Schenectady Municipal Housing Authority**

**Grant Type and Number**

Capital Fund Program No:

Replacement Housing Factor No: NY06R02850102

**Federal FY of Grant:**

2002

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NY28-11B	5/31/04			5/31/06			

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850103 Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/03		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	322,769			
3	1408 Management Improvements	322,769	322,769	11,805	11,805
4	1410 Administration	161,384			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	70,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	537,000			
10	1460 Dwelling Structures	94,925			
11	1465.1 Dwelling Equipment—Nonexpendable	25,000	25,000	10,381	7,102
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	80,000	80,000	6,836	6,836
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,613,847	1,613,847	29,022	25,743
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	84,000	84,000	11,805	11,805
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	25,000			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY28-3 MacGathans Townhouses	Upgrade Smoke Detectors	1460	100%	55,000				
Schonowee Village NY28-1	Enclose Catwalks on all Buildings	1450	100%	477,000				
Schonowee Village NY28-1	Boiler Replacement in Building # 8	1460	100%	39,925				
NY28-11D Yates Village	Sewer Replacement	1450	100%	60,000				
HA Wide	a) Continuing Anti-Drug Program through Project Pride, which includes programming such as Boys & Girls Club	1408	100%	100,000				
HA Wide	Staff Training for Computer, Accounting, Occupancy	1408	100%	15,000				
HA Wide	Family Self-Sufficiency	1408	100%	30,000				
HA Wide	Tenant Investigator	1408	100%	47,000	47,000	8,192	8,192	
HA Wide	Security Coordinator Contract	1408	100%	37,000				
HA Wide	Off-Duty Police for Foot Patrols	1408	100%	33,500				
HA Wide	Computer Software	1408	100%	25,269				
HA Wide	Senior Services Coordinator	1408	100%	35,000				
HA Wide	Administration	1410	100%	161,384				
HA Wide	Architect Fees	1430	100%	70,000				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Refrigerators and Stoves	1465	100%	25,000	25,000	10,381	7,102	
HA Wide	Maintenance Equipment	1475	100%	55,000				
HA Wide	Computers Equipment	1475	100%	25,000	25,000	6,836	6,836	
HA Wide	Operations	1406	100%	322,769				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Schenectady Municipal Housing Authority			Grant Type and Number Capital Fund Program No: NY06P02850103 Replacement Housing Factor No:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NY 28-1	9/16/05			9/17/07			
NY 28-3	9/16/05			9/17/07			
NY 28-7	9/16/05			9/17/07			
NY 28-11A	9/16/05			9/17/07			
NY 28-11B	9/16/05			9/17/07			
NY 28-11C	9/16/05			9/17/07			
NY 28-11D	9/16/05			9/17/07			

## Annual Statement/Performance and Evaluation Report

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No Replacement Housing Factor Grant No: : NY06R02850103	Federal FY of Grant: 2003
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☐Original Annual Statement
 ☐Reserve for Disasters/ Emergencies
 ☐Revised Annual Statement (revision no: )

X Performance and Evaluation Report for Period Ending: 9/30/03
 ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	60,946			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	60,946			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NY06R02850103				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY28-11B	Construct New Handicap Building at Steinmetz Homes	1499		60,946				

## Part III: Implementation Schedule

2003

### Reasons for Revised Target Dates

form HUD-50075

## **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☐ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- ☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name
- or-
- ☒ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## 7.(2) Capital Fund Program Five-Year Action Plan

### Capital Fund Program Five-Year Action Plan

#### Part I: Summary

PHA Name <b>Schenectady Municipal Housing Authority</b>				<input type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
	Annual Statement				
NY 28-1 Schonowee Village		55,000	84,925	37,500	
NY 28-3 MacGathan		315,000	20,000	230,000	32,000
NY 28-7 Maryvale		5,000			36,000
NY 28-11A Lincoln Heights		60,000	30,000	245,000	
NY 28-11B Steinmetz			50,000	25,425	410,000
NY 28-11C Ten Eyck			230,000	62,000	80,000
NY 28-11D Yates		229,925	250,000	65,000	106,925
HA-Wide (Soft Costs)		861,922	861,922	861,922	861,922
HA-Wide		105,000	105,000	105,000	105,000
CFP Funds Listed for 5-year planning		1,631,847	1,631,847	1,631,847	1,631,847
Replacement Housing Factor Funds		60,946	60,946		

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year :__2__ FFY Grant: 2005 PHA FY: 2005			Activities for Year: __3__ FFY Grant: 2006 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	MacGathan / NY28-3	Kitchen & Bath Renovation in 48 Apartments	240,000	MacGathans/NY28-3	Retaining Wall in front of Community Room	20,000
<b>Annual</b>		Resurface Roadway and Parking Spaces	75,000	<b>Subtotal</b>		<b>20,000</b>
<b>Statement</b>	<b>Subtotal</b>		<b>315,000</b>	Schonowee Village/NY28-1	New Entrance Doors & Locks & Kitchen Doors	61,925
	Lincoln Heights / NY28-11A	Upgrade Smoke Detectors	60,000		Replace Deteriorated Brick on Exterior of Buildings	23,000
	<b>Subtotal</b>		<b>60,000</b>	<b>Subtotal</b>		<b>84,925</b>
	Yates Village / NY28-11D	Upgrade Boilers in Building E	65,000	Ten Eyck/NY28-11C	Replace/Upgrade Elevators	200,000
		Concrete Site Restoration	10,000		Replace Concrete Sills	30,000
		Sewer Replacement	154,925	<b>Subtotal</b>		<b>230,000</b>
	<b>Subtotal</b>		<b>229,925</b>	Yates Village NY28-11D	Upgrade Heat Zoning in Apts with additional zone valve	75,000
	Maryvale / NY28-7	Upgrade Smoke Detectors / Lighting	5,000		Replacement Windows on 8 Buildings	115,000
	<b>Subtotal</b>		<b>5,000</b>		Upgrade Boilers in Building G	60,000
	Schonowee Village / NY28-1	Upgrade Boilers in Building 6	55,000	<b>Subtotal</b>		<b>250,000</b>

	<b>Subtotal</b>		<b>55,000</b>	Lincoln Heights/ NY28-11A	Concrete Site Restoration	15,000
					Repair/Replace worn traffic areas	15,000
	HA – Wide	1406,1408,1410,1430, ( Soft Costs )	861,922	<b>Subtotal</b>		<b>30,000</b>
	HA – Wide	Stoves, Refrigerators	25,000	Steinmetz NY28-11B	Replace 100 Hot Water Heaters in Apts	50,000
	HA – Wide	Computers, printers, etc	25,000	<b>Subtotal</b>		<b>50,000</b>
	HA – Wide	Maint. Equipment	55,000	HA - Wide	1406, 1408, 1410, 1430, (Soft Costs)	861,922
	<b>Subtotal</b>		<b>966,922</b>	HA - Wide	Stoves, Refrigerators	25,000
				HA - Wide	Computers, printers, etc.	25,000
				HA - Wide	Maint. Equipment	55,000
				<b>Subtotal</b>		<b>966,922</b>
Total CFP Estimated Cost			<b>\$ 1,631,847</b>			<b>\$ 1,631,847</b>

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year :_4____ FFY Grant: 2007 PHA FY: 2007			Activities for Year: __5_ FFY Grant: 2008 PHA FY: 2008		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Ten Eyck / NY28-11C	Upgrade Smoke Detectors	3,000	Maryvale/ NY28-7	New Furnaces and add ductwork to second floor	25,000
	Install Ext. Light Pole	8,000		Upgrade Bathroom Ventilation	2,000
	Install Sidewalk within Parking Island	5,000		Install Fencing on Property Line	9,000
	Update Hallway & Lighting	46,000			
<b>Subtotal</b>		<b>62,000</b>	<b>Subtotal</b>		<b>36,000</b>
Schonowee Village / NY28-1	Blacktop Area behind Building 7	7,500	Steinmetz NY28-11B	Repair / Refinish Hardwood Floors	80,000
	Boiler Back-Up for Domestic Hot Water	20,000		Kitchen Renovation Project in 50 Apts.	100,000
	Concrete Site Restoration	10,000		Replace Entrance Doors and Locks	100,000
<b>Subtotal</b>		<b>37,500</b>		Replace 62 Furnaces	130,000
MacGathan / NY28-3	Install CO Detectors	5,000	<b>Subtotal</b>		<b>410,000</b>
	Convert Electric Heat to Gas in 24 Apts	225,000	Ten Eyck/ NY2811C	Replace 1 Boilers	65,000

<b>Subtotal</b>		<b>230,000</b>	Ten Eyck/ NY2811C	Upgrade Elevator Safety Controls	15,000
Lincoln Heights / NY28-11A	Install Ext. Light Pole by Building "G"	4,000	<b>Subtotal</b>		<b>80,000</b>
	Replace 105 Furnaces in Apts	206,000	MacGathan/ NY28-3	Upgrade Plumbing and Lighting Fixtures	32,000
	Parking Lot Drainage	20,000	<b>Subtotal</b>		<b>32,000</b>
	Rebuild Chimneys	10,000	Yates / NY28-11D	Upgrade Boilers in Building C	65,000
	Hillside Drainage	5,000		Install Blacktop within Inner Courts	41,925
<b>Subtotal</b>		<b>245,000</b>	<b>Subtotal</b>		<b>106,925.00</b>
Steinmetz NY28-11B	Repair / Replace Playgrounds	25,425			
<b>Subtotal</b>		<b>25,425</b>			
Yates / NY28-11D	Upgrade Boilers in Building H	65,000	HA – Wide	1406,1408,1410,1430	861,922
<b>Subtotal</b>		<b>65,000</b>	HA – Wide	1465	25,000
HA – Wide	1406,1408,1410,1430	861,922	HA – Wide	1475	80,000
	1465	25,000	<b>Subtotal</b>		<b>966,922</b>
	1475	80,000			
<b>Subtotal</b>		<b>966,922</b>			
Total CFP Estimated Cost		<b>\$ 1,631,847</b>			<b>\$ 1,631,847</b>

## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

☐ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## 8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to

component 9; if “yes”, complete one activity description for each development.)

## 2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

### High performing PHA.

1. ☐ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description

for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

**2. Activity Description**

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

High performing PHA.

### **A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☐ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

#### b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

High performing PHA.

### A. PHA Coordination with the Welfare (TANF) Agency

#### 1. Cooperative agreements:

☐ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☐ Client referrals
- ☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☐ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☐ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

<b>D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937</b>
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### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

High performing PHA.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

Attachment Filename: NY028d02

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

High performing PHA.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - ☐ Not applicable
  - ☐ Private management
  - ☐ Development-based accounting
  - ☐ Comprehensive stock assessment
  - ☐ Other: (list below)
3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
☒ Attached at Attachment (File name) NY028i02  
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)  
☒ Considered comments, but determined that no changes to the PHA Plan were necessary.  
☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
  
☐ Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☒ Yes ☐ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

#### **3. Description of Resident Election Process**

##### **a. Nomination of candidates for place on the ballot: (select all that apply)**

- ☐ Candidates were nominated by resident and assisted family organizations
- ☒ Candidates could be nominated by any adult recipient of PHA assistance
- ☒ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

##### **b. Eligible candidates: (select one)**

- ☐ Any recipient of PHA assistance
- ☒ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☒ Other (list)

All adult recipients of PHA assistance in public housing who are on the lease 90 days before the election.

### **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Schenectady
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

(All priorities taken from the FY 2003 City of Schenectady Consolidate Plan document.)

### **Priority Housing and Homeless Objectives (Page 5)**

#### **Providing homeownership opportunities for low/moderate income persons**

SMHA intends to enroll and support public housing residents in its ROSS 2002 Homeward Bound program. The purpose of this program is to prepare public housing residents in meeting the requirements of local home ownership programs.

SMHA intends to operate and carry forward its Section 8 Homeownership Program, supporting present enrollees, enrolling new families, and issuing Housing Choice Vouchers to those who are bankable and close on homes.

#### **Providing assistance to tenants to keep rents within 30% of income**

SMHA will continue to lease 1,006 units of public housing (currently 99% occupancy rate), issue 1,328 housing choice vouchers (currently at 102% utilization), and issue 30 vouchers and provide supportive services to individuals/families enrolled in our new Shelter Plus Care program. We will also discuss and carefully consider our ability to apply for and utilize additional Section 8 vouchers, if and when incremental additional voucher applications are issued.

**Providing security deposits, mortgage payments, rental payments to at-risk population to prevent homelessness**

This work is done locally through the Community Crisis Network. The lead agency for this program is the Schenectady Community Action Program, with whom we cooperate fully. SCAP is our prime partner in the Shelter Plus Care program, doing services coordination.

**Providing transitional housing for homeless families**

SMHA is a member of the Housing and Support Services Network, a consortium of provider agencies that work together to meet needs in the field of homeless housing.

**Provide necessary housing assistance, both for owners and renters, for special population groups such as elderly, physically and/or mentally disadvantaged, substance abusers, etc.**

SMHA will operate a new Shelter Plus Care program serving 30 individuals/families who are homeless at the time of application, and who have a history of mental illness, substance abuse problems, or HIV/AIDS.

**Organizing Tenant Associations**

After many years of partial organization, all SMHA developments (except Maryvale – 8 units) have certified Resident Associations in place actively representing the interests of residents, collaborating with SMHA and others in instituting and carrying out activities (i.e., formation of Neighborhood Watch Chapters, playground patrols, international dinners, youth intervention projects, resident program promotion, co-sponsoring training programs, etc.). We also are inviting elected leaders from the four site associations, and the two elected Tenant Commissioners, to form a City Wide Resident Leadership Council.

**Educating community members about expectations for renter/homeowners**

SMHA serves with many other agencies as members of the Eviction Task Force, initially brought together by the County Sheriff and subsequently convened by the local CAP agency, to deal with rapidly escalating rates of eviction. One of the activities projected by this group is to conduct both landlord and tenant training sessions in Schenectady County.

**Providing financial services and advising renters/owners about handling finances (loans, leases, banking, etc.)**

All SMHA homeownership programs (Section 8 HO and Homeward Bound for public housing resident prep.) operate by means of an agency consortium where all member organizations play specific active roles in direct work with first time, low-income home buyers. For example, SMHA contracts with Better Neighborhoods, Inc. (certified housing counseling agency), to counsel with all heads of household interested in home ownership. SEFCU (State Employees Federal Credit Union), another member of the consortium, has agreed to issue mortgages to Section 8 home buyers with special necessary conditions (two monthly payments, special underwriting standards, etc.).

**Specific housing/community development five-year investment goals.**

**A. Outcome sought: A viable housing supply in the City, adequate to the needs of the population, attractive and readily maintainable.**

**B. Investment Results Targets:**

- **500 additional units will meet, at a minimum, Housing Quality Standards.**
- **Return of presently subdivided housing units to their original size/use.**
- **Reduction of substantially substandard housing units.**

SMHA operates one program directly funded by CDBG/HOME and match funding. Called the Schenectady Home Improvement Program (SHIP), the program will rehabilitate approximately 28 single-family and multi-family homes of up to four (4) units, for low and moderate income owner/occupants in targeted zero tolerance code enforcement areas, and approximately 20 emergency repair projects. Grant assistance is provided up to \$25,000 per structure. In addition, funds will be used to establish a Paint/Siding Program for eligible home owners in targeted zero-tolerance code enforcement areas.

☒ Other: (list below)

City of Schenectady has named SMHA as a “public access site”, where interested individuals can come to read/copy the Consolidated Plan.

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Schenectady Municipal Housing Authority is part of the entire effort undertaken by the City of Schenectady to address our jurisdiction’s affordable housing needs.

Of the \$1,280,907 made available for Housing Assistance in the 2003 City of Schenectady Consolidated Plan, \$915,000 has been allocated to the Schenectady Municipal Housing Authority’s SHIP program, in the current submission to HUD for FY2003.

SHIP is the Schenectady Home Improvement Program. Funds are used for the rehabilitation of single family and multi-family homes up to four units for low and moderate income owner/occupants. Grant assistance is provided up to \$25,000 per structure.

**D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

**RESIDENT ASSESSMENT – FOLLOW UP PLAN**

<b>Communications</b>	<b>-</b>	<b>Estimated Date:</b>	<b>10/01/2004</b>
		<b>Funding:</b>	<b>Operating Budget</b>

**Do you think management is responsive to your questions and concerns?**

SMHA will begin a regular column in our monthly newsletter, "The Spotlight", entitled "Ask the Authority!" in which readers will be invited to ask questions of SMHA or state concerns. Executive management staff members will then respond to these questions or concerns of residents.

**Do you think management is supportive of your resident/tenant organization?**

For the first time in many years, all SMHA development residents (except at Maryvale – 8 units) are now represented by a Resident Association. Our Director of Security has been assigned as liaison staff person and regularly attends each meeting each month (4 in al). Additionally, the Assistant Executive Director will attend each of the four Resident Association meetings a minimum of once a year to discuss resident services/programs/opportunities. The Executive Director (at a different time) will also attend each of the RA's meetings a minimum of once a year.

<b>Neighborhood Appearance -</b>	<b>Estimated Date:</b>	<b>10/01/2004</b>
	<b>Funding:</b>	<b>Capital Fund &amp; Operating Budget</b>

SMHA will further enhance its partnership with Resident Associations to sponsor and participate in regular field-day and community pride events in all public housing developments.

Yates Village has the most extensive litter problem. Although exterior sheds are provided to each family for waste disposal, some garbage is incorrectly placed outside of the sheds. This causes a massive litter problem once bags are torn open by weather and/or animals. SMHA will continue to pursue this as a lease violation. The number of maintenance hours devoted to grounds will be increased.

Recreation areas are currently under review at all family developments, and a Capital Fund plan is nearly complete for MacGathan Townhouses to receive new playground equipment, along with the elimination of old and less functional playground equipment.

## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

### **NY028a02 Admissions Policy for Deconcentration**

Prior to the beginning of each fiscal year, we will analyze the average income of families residing in all of our developments throughout our city-wide jurisdiction. We will then compare this figure to the average income of families residing in qualifying single developments owned and operated by the SMHA. If the average income in any one development should fall below 70% of the city average, exceed 130% of the city-wide average, we will take corrective action. Based on our own analysis of the situation, we will devise appropriate corrective marketing and “deconcentration” strategies.

It is Schenectady Municipal Housing Authority’s policy to provide for Deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Schenectady Municipal Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

## **NY028b02 Section 8 Homeownership Capacity Statement**

The Schenectady Municipal Housing Authority began its Section 8 Voucher Homeownership Program on January 1, 2002, based on the final rule published in the Federal Register on September 12, 2000.

We currently have four families that have purchased homes, 74 applicants enrolled in the program, three are looking for a home to purchase and the rest are working on credit and budget issues.

## **NY028c02 Implementation of Public Housing Resident Community Service Requirements**

The Board of Commissioners of the Schenectady Municipal Housing Authority has passed a resolution establishing an SMHA Community Services Program/Requirements for those regulations. This Program shall commence October 1, 2003.

SMHA is currently implementing the Community Service requirements through the following steps:

- Change the wording of our lease to indicate that residents NOT exempted from the requirement to provide 96 hours of service to the community annually, shall be required to prove that they have completed such service at the time of re-certification as a requirement for remaining in public housing. Those not having completed such service at the time of their first re-certification after October 1, 2003, shall be given a reasonable time in which to complete such service and provide evidence of the same to the Housing Authority.
- SMHA will review computerized information from our Family Information forms (50058's) in order to determine resident families who may have one or more adult members needing to perform community service under federal regulations. A survey will be sent to such families asking for detailed information as needed to determine whether they are required to perform such service, or are exempt. Those required to perform service shall be notified in writing.
- Residents shall also be apprised of their community service obligations at the time of annual recertification for housing eligibility.
- SMHA intends to allow residents to perform community service work for non-profit and governmental agencies within the City of Schenectady. This fall, an information gathering form shall be sent to various agencies asking for a brief description of volunteer service opportunities they may have available to our residents. Such information across several agencies will then also be available to other residents who may be interested in performing such service on a voluntary basis.
- All residents who are required to perform community service will be asked to fill out an annualized time sheet, which must include the signature/job title of the person supervising or overseeing the resident's work at SMHA or another agency in the community. This sheet must be presented to the Occupancy Department as part of the annual recertification process.

## NY028d02 Pet Policy

**General Regulations:** In accordance with HUD policy, SMHA will allow residents to keep pets in both senior/disabled and family apartments units, effective April 1, 2001.

**Definition of Pets:** Common household pets such as dogs, cats, birds, turtles, or caged rodents traditionally kept in the home for pleasure. This does not include the raising of animals commercially.

**Number of Pets:** One per apartment, except by special permission.

**Spaying or neutering:** Required prior to pet being 6 months old, with documentation of SMHA.

**Weight:** No animal shall weigh more than 20 lbs.

**Inoculations:** Various inoculation shots are required for both dogs and cats, as well as other standard health procedures. Dogs must be leashed and muzzled when out of apartment.

**Limitations:** No dogs or cats are allowed in any community room, laundry room, community kitchen facility, restrooms, the Family Investment Center, hallways, stairwells, other public space.

**Ability to Care for Pet:** Resident must have a doctor's certificate verifying ability to care for pet.

**Emergency Care Giver:** Resident must identify an emergency care giver in the event they are unable to care for pet. Those pets left without care for 24+ hours will be taken to an Animal Shelter.

**Pet Waste:** Tenants owning cats shall provide a litter tray in the apartment, and dispose of excrement daily. Dogs and cats cannot excrete waste anywhere on SMHA property, except that special areas shall be provided at each development for the walking of dogs. Residents must recover and remove dog excrement and properly dispose of same. A charge of \$10 shall be levied against the account of any resident where SMHA staff must remove dog feces from our property.

**Security Deposit:** A \$100 security deposit shall be charged to the owners of dogs and cats.

**Threat Due to Pet:** If a pet becomes vicious, displays symptoms of severe illness, or demonstrates other behavior that constitutes a threat, SMHA may request the pet owner to immediately remove the pet. If they do not, SMHA may contact suitable local authorities.

**Notice of Pet Rule Violation:** Notice shall contain a brief statement of the alleged violation. Pet owner has ten (10) days to correct the violation(s) and/or request an administrative conference to discuss the violation. Original notice given the tenant in writing shall state that failure to correct violation or discuss same may result in animal being removed by SMHA.

**Damages:** Pet owners shall be charged for all violations and damages caused by their pet.

## NY028e02 5-Year Plan Update

**HUD Strategic Goal:** Increase availability of decent, safe, and affordable housing

**PHA Goal:** Expand the supply of assisted housing

- Acquire or build units or developments – 5 added units Homeownership Program by 3/31/2001. **Completed 9/26/2000.**
- Apply for additional rental vouchers: 100 vouchers by 3/31/2004. **Completed 10/01/2001.**
- Other: SMHA will emphasize the provision of a continuum of affordable housing opportunities to other public housing residents, including at least 20 referrals/year to our Section 8 and/or first-time homebuyer program by 3/31/2001. **Completed 3/31/2001.**

**PHA Goal:** Improve the quality of assisted housing

- Renovate or modernize public housing units: **Completed more than a dozen modernization projects. Anticipate on-going/further attainment.**
- SMHA will achieve at least 90% utilization in Section 8 by 3/31/2001 (except for new subsidy units-MHOPWD's, where we will achieve 90% utilization within 24 months). **Running a 100% utilization rate in Section 8, 9/21/2000. Currently running a 101% utilization rate, 9/12/2003.**
- Improve voucher management: (SEMAP score) Satisfactory performance or better by 3/31/2001. **Completed "A" level performance 3/31/2001.**
- Other: SMHA will achieve and maintain an adequate MTCS reporting rate for the Section 8 program, thereby avoiding HUD sanctions by 3/31/2001. **Completed 3/31/2001.**
- Other: SMHA will achieve at least 90% utilization rate in Section 8 by 3/31/2001 (except for new subsidy units, where we will achieve 90% utilization with 24 months). **Completed 3/31/2001.**

**HUD Strategic Goal:** Improve community quality of life and economic vitality

**PHA Goal:** Provide an improved living environment

- Implement public housing security improvements: Crime rate equal to or less than the City of Schenectady. **Hired specialist in investigating and following up on tenant complaints and leads. Has conducted over 100 compliance visits to tenant apartments, recovering in 40% of the cases, drugs, weapons, etc. Other less serious violations of lease discovered in many other apartments, resulting in numerous voluntary vacates and eviction actions. Rate of reported crimes in public housing now less than City average in almost all categories.**

**HUD Strategic Goal:** Promote self sufficiency and asset development of families and individuals.

**PHA Goal:** Promote self sufficiency and asset development of families and individuals.

- Provide or attract supportive services to improve assistance recipient's employability. **SMHA is now implementing our new Certified Nurses Assistant vocational training program, in league with Schenectady Community College (educational provider), the Glendale Home (nursing home clinical site), and Catholic Charities (case management) to do problem solving and retain students through the weeks of course work. We anticipate that sessions will continue into at least 2005. One of many vocational programs at our Family Investment Center at Steinmetz Homes. Have just added an Automotive Services course on-site for residents and referrals from our local One Stop. Education provider is Hudson Valley Community College (September, 2003). Course sessions to continue indefinitely.**

**All goals and objectives have been completed on or before deadlines.**

## **NY028f02 Resident Membership of the PHA Governing Board**

<u>Name of Resident Member</u>	<u>Method of Selection</u>	<u>Term of Appointment</u>
Denise Clark	Election	10/1/2002 –3/31/2004
Shirley O'Rourke	Election	10/1/2002 –3/31/2004

## **NY028g02 Membership of Resident Advisory Board**

Ronald Alheim

Denise Clark

Pinaai Couch

Shirley O'Rourke

## **NY028h02 Voluntary Conversion of Developments From Public Housing Stock, 24 CFR Part 972**

Certification: Schenectady Municipal Housing Authority (SMHA) has prepared an assessment on the issues related to 24 CFR Part 972, Voluntary Conversion of Developments from Public Housing Stock.

As per financial analysis, the developments of Maryvale and Yates Village have been determined to be inefficient for conversion. Schonowee Village, Ten Eyck Apartments and Lincoln Heights are senior projects and are therefore exempt. While MacGathan Townhouses is considered to be efficient, we feel that residents would not benefit from a conversion to vouchers due to the lack of available affordable housing in Schenectady with 3, 4 and 5 bedrooms offered by MacGathan development. Steinmetz Homes is also beneficial to the residents. We also do not believe there are sufficient affordable housing units in Schenectady to absorb the Steinmetz residents. Additionally, many residents would not be approved for electric and gas due to utility company deposits. Many residents at Steinmetz could not afford to maintain their jobs without on-site day care that is not available anywhere else in the community. The Family Investment Center at Steinmetz Homes is a unique resource for residents to gain self-sufficiency.

**NY028i02**  
**MINUTES OF THE RESIDENT ADVISORY BOARD MEETING**  
**OF FEBRUARY 5, 2004**  
**AGENCY PLAN REVIEW FY 2004**

Staff Attendees: Richard Homenick, Sandra Baxter, Paul Feldman, Ann Ferraro,  
Tony Fyvie, Stan Skinner, Carol Weintraub

PH Attendees: Denise, Clark, Shirley O'Rourke

S8 Attendees: Ron Alheim

The meeting was called to order by the Executive Director, Richard Homenick.

Richard Homenick, Executive Director: The Resident Advisory Board has met before and we are meeting again because HUD has informed us that the uploaded Agency Plan was on the wrong form and we are now starting the process over. This delay will not affect our funding according to HUD Buffalo. The purpose of this meeting is to put this before the Resident Advisory Board for comments, then the Plan will be available for Public Review and in March, we will hold a Public Hearing. The Plan will go before the Schenectady Municipal Housing Authority's Board of Commissioners in April.

Ron Alheim, Section 8 Resident: If you have transmitted the information [previous submission] and HUD admitted you were informed to use the other format, why are we doing the whole procedure over?

Richard Homenick: Our Field Office said it is required. Now typically we go around the room and individual SMHA staff presents their program, but the Resident Commissioners and Ron Alheim know our programs very well, so I believe we can skip that. All the comments from the October 2003 RAB meeting will be kept for consideration. Every one stated their name and position.

Tony Fyvie, Construction Coordinator: Said that some of the Capital Fund tables were missing.

Carol Weintraub, Executive Secretary: Noted that and said they will be added.

Ron Alheim: Said that he is on the Board of the Bridge Center and has been President of that Board for two years. He would like to see a program in Housing where middle school parents could be informed about recognizing drug and alcohol abuse. He noted in the Financial Resources section of the plan that PHDEP funding has been eliminated.

Stan Skinner, Assistant Executive Director: Said that Smart Moves, which is a grant from the Justice Department, addresses these subjects to youths in our family developments now through the Boys and Girls Club at Steinmetz Homes and Yates

Village, but it does not include the parents. He will add this suggestion to his list for the next grants meeting to look for funding.

Sandra Baxter, Director of Public Housing Occupancy: SMHA did have a program a few years ago where our Security Coordinator and Security Investigator went to training regarding gangs. Information was brought back about how to recognize logos, etc. Meetings were presented at the family developments. They were not well received by the parents as evidenced by low turn out (4 parents).

Richard Homenick: Asked Ron Alheim if he was familiar with the Communities that Care committee. Mr. Alheim acknowledged that he was.

Stan Skinner: Said that the Communities that Care committee has had seminars at Steinmetz Homes for Social Workers and staff, including Yates Village School and Yates Village Day Care representatives in attendance. The committee is trying to survey needs in conjunction with residents to develop program response with the school district and the housing authority.

Ron Alheim: Said this is good, but parents should not be left out as they are the first line of defense.

Carol Weintraub: Asked Stan Skinner if 6.b's answer should be checked No [change in admission policy regarding deconcentration and income mixing].

Stan Skinner: "No" should be checked.

The meeting was adjourned at 2:45 pm by Richard Homenick.

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**NY028j02**  
**MINUTES OF THE PUBLIC HEARING ON THE AGENCY**  
**PLANS – March 26, 2004**

Staff Present:                Richard E. Homenick, Executive Director  
                                     Carol Weintraub, Executive Secretary

Commissioners Present: Shirley O'Rourke

Residents Present:        Gloria Borggreen, Schonowee Village  
                                     Arthur Stevens, Yates Village  
                                     Meda Powell, Ten Eyck  
                                     Gail Taillon, Ten Eyck

Public:                        Frances Scribner, 1502 Chrysler Ave.,  
                                     Schenectady, NY

The Public Hearing was opened at 10:03 am by Richard Homenick,  
Executive Director of Schenectady Municipal Housing Authority.

There were no comments.

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